



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF NURSING HOME ADMINISTRATORS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, January 12, 2016 at 1:00 p.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware Cannon Building, Second-Floor Conference Room B
<b>MINUTES APPROVED:</b>	March 8, 2016

**MEMBERS PRESENT**

Mike Salitsky, Professional Member, President  
E. Ray Quillen, Professional Member, Vice President  
Jenifer Vaughn, Public Member  
Gwen Benton, Public Member  
Eleanor Allione, Healthcare/Public Member  
Cecilia Jones, Public Member

**MEMBERS ABSENT**

Jane Ketterman, Professional Member, Secretary  
Tim Bane, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Flora Peer, Administrative Specialist II  
Jennifer Witte, Administrative Specialist II

**PUBLIC PRESENT**

There was no public present.

**CALL TO ORDER**

Mr. Salitsky called the meeting to order at 1:25 p.m.

## **REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the minutes of the November 10, 2015 meeting. Mr. Salitsky made a motion, seconded by Mr. Quillen, to approve the minutes as presented. The motion carried unanimously.

## **UNFINISHED BUSINESS**

### **Approval of Post-Renewal Audits**

After review, a motion was made by Mr. Salitsky, seconded by Mr. Quillen, to approve the following licensees: James Adams, David Albert, Andrew John Byrd, Greg William D'Amico, Paola Fusaro, Virginia Gray, Robert Greer, Carol Holzman, Bruce Levin, Celestine Meade, Lois Quinlan, Doris Schonbrunner, and Rebecca White. The motion carried unanimously.

After review, a motion was made by Mr. Salitsky, seconded by Mr. Quillen, to send a deficiency notice to the following licensees: Carol Steffy, James Hummer and Laura Dittmar. The motion carried unanimously.

### **Continuing Education – Self Study/Online Course Credit Limit**

## **NEW BUSINESS**

### **Ratification of Licensure – None**

### **Review of Applications for Licensure**

After review, a motion was made by Mr. Salitsky, seconded by Ms. Vaughn, to approve the request for Administrator in Training for Rawlida Goring. The motion carried unanimously.

### **Review of AIT Progress Reports**

The Board reviewed Mr. Gray's progress report.

### **Review of AIT Summary Report**

Ms. Peer summarized the status report of the current AITs.

### **Review of Continuing Education Approval Requests**

### **Carry Over Credits**

## **COMPLAINT STATUS**

## **CORRESPONDENCE**

## **OTHER BUSINESS BEFORE THE BOARD**

## **PUBLIC COMMENT**

There was no public comment.

## **NEXT SCHEDULED MEETING**

The next meeting is scheduled to be held on Tuesday, March 8, 2016 at 1:00 p.m. in the second-floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business, Mr. Salitsky made a motion, seconded by Ms. Jones, to adjourn the meeting at 1:56 p.m. The motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Flora Peer". The signature is stylized with a large initial "F" and a cursive "P".

Flora Peer  
Administrative Specialist II